
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov

June 7, 2013

ACCOUNTANT III—(Oldham County- KY State Reformatory)—Grade 10—(\$2006.08 – \$2657.70) MINIMUM REQUIREMENTS: High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE ASSISTANT—(Oldham County—KY State Reformatory)—Grade 9—(\$1823.90 - \$2416.22) MINIMUM REQUIREMENTS: High school graduate. Must have three years of experience in business, administrative work, research, or clerical experience. College will substitute for the required experience on a year-for-year basis.

CERTIFIED PSYCHOLOGIST/PSYCHOLOGICAL ASSOCIATE/LICENSED PSYCHOLOGICAL PRACTITIONER II – (Oldham County –Mental Health/KY State Reformatory) – Grade 15 – (\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS: Must have three years of experience as a Certified Psychologist/Psychological Associate or Licensed Psychological Practitioner or its equivalent as determined by the Kentucky Board of Examiners of Psychology. Must be certified or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology as a Certified Psychologist, Psychological Associate or Licensed Psychological Practitioners.

CARPENTER SUPERVISOR—(Oldham County—Kentucky State Reformatory)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Must have four years of carpentry experience. Vocational or technical school training in carpentry or a related field will substitute for the experience on a year-for-year basis.

CORRECTIONS EDUCATION SPECIALIST I-(Fayette Co-Blackburn Correctional Complex) Grade 12-(\$2427.44 - \$3215.72) MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will substitute for the bachelor's degree.

CORRECTIONS RECREATION PROGRAM SUPERVISOR—(Oldham County –Roederer Correctional Complex)—Grade 14—(\$2937.20 - \$3890.90) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have three years of experience in planned recreation, physical education or related activities. Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis.

CORRECTIONS UNIT ADMINISTRATOR I—(Elliott Co. —Little Sandy Correctional Complex)—Grade 13—(\$2670.20 - \$3554.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 2 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. A master's degree in corrections, criminal justice, law enforcement, social work, sociology, counseling and guidance or a related field will substitute for 1 year of the required experience. Additional experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

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(continued)**

June 7, 2013

ELECTRICIAN LICENSED SUPERVISOR—(Oldham Co. —KY State Reformatory)—Grade 12—(\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Must have five years of experience as an electrician. Related vocational or technical school training will substitute for the experience on a year-for-year basis.

FISCAL MANAGER—(Morgan County—Eastern KY Correctional Complex)—Grade 15—(\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree in accounting, business administration, public administration, or a related field. Must have two years of professional accounting, business administration, public administration, or related experience. Graduate study in one of the above or related fields will substitute for the experience on a year-for-year basis. Additional experience in one of the above or related fields will substitute for the education on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II—(Oldham Co. —Roederer Correctional Complex)—Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II—(Franklin Co.—Substance Abuse Branch)—Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II—2 Positions—(Franklin Co.—Central Office)—Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

PLUMBER LICENSED—(Oldham County—Kentucky State Reformatory)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Must be licensed as a journeyman plumber by the Department of Housing, Buildings and Construction.

PROBATION AND PAROLE OFFICER I-(Bullitt Co.-Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER I-(Grayson Co.-Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

SOCIAL SERVICE CLINICIAN I—(Oldham Co.—Mental Health Division/KY State Reformatory) Grade 14—(\$2937.20 - \$3890.90) MINIMUM REQUIREMENTS: A master's degree in social work, sociology, psychology or a related field. Must have one year of professional social work experience. A bachelor's degree supplemented by 2 years of professional social work experience will substitute for the required master's degree.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://www.personnel.ky.gov/employment/>. For questions regarding Applications, Counseling, Testing, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.